

**Minutes of a Meeting of the Combined PCCs  
of St Matthew's Harwell with All Saints' Chilton  
held on Thursday 3 January 2019 at 7.30 pm  
at St. Matthew's Harwell**

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**Present**

**(J) Denotes Joint PCC member. There were thus 7 voting members including the Rector at this meeting - all resolutions refer to Joint PCC votes**

Hazel Benton  
Phil Corbishley  
Peter Cox (Secretary)  
Sid Gale  
Gordon Gill  
Tony Hughes (J)

Andrew Keene  
Rebecca Lewis (J)  
John Pigott  
Jan Radford (J) \*  
Pam Rolls (J)  
Yvonne Sanderson (J)

Michelle Walker  
Eliza Wheaton  
Jane Woolley (J)  
The Rector (J, Chair)

\* To the start of item C1.

**A Preliminaries**

**A1 Opening & Prayer**

The Rector read Joshua Chapter 1 verses 1 to 10.

He said that this is a well-known passage. Worth knowing that the exhortation to be strong and very courageous is repeated three times in different ways – in the negative too. Moses was told that he would not enter the promised land due to his disobedience. Once he died the people were able to cross over the Jordan into the promised land. There were new leaders including Joshua. God encouraged Joshua, as he may be overwhelmed by the task, so God reminded Joshua of His promises and encouraged him to stay rooted in the Law.

This is relevant to us as the Leadership Group of God's churches in Harwell and Chilton: We are not to be discouraged or terrified but strong and courageous. This passage reminds us that the promises are for us. We are in a different situation, the Israelites were on the move physically, we are on the move in other ways - we are building God's Kingdom to see people come to faith. The "Five Marks of Mission" are linked to this. We are called to move nearer to God, see success and be courageous. There are practical ramifications of this, e.g. going into camp, though we should not become obsessed with logistics.

The Rector then led the meeting in prayer.

**A2 Apologies for Absence**

Apologies were received from: Sarah Barrett, Jean Barton, Martin Gibson, Stuart Gibson (J), Liz Morris (J), Tim Paget (J) and Alex Reich (J).

Absent: Vicky Johnston and Melanie Shields

**A 3 Minutes of Previous Meetings**

**A 3.1 Minutes of the October 2018 meeting**

There was the following correction: John Piggott moved from Absent to Apologies.

On approval the minutes were signed by the Rector.

## **A4 Actions / Matters arising**

The Rector summarized the items from Paper J which are reproduced here:

### **FROM OCTOBER 2018 MEETING:**

#### **ITEM A5 Meeting Dates - Annual Parochial Church Meetings**

**Action:** Rector to change Service Schedule  
**Status: Complete**

#### **ITEM A 7.1 Thanksgiving Service 9<sup>th</sup> September**

**Action:** Harwell PCC Secretary to write to thank Harwell PCC member who resigned.  
**Status: Complete**

#### **ITEM B 1.2.2 Holiday Club 2019 Donations**

**Action:** Combined PCC Secretary to add to January 2019 Agenda  
**Status: Complete**

#### **ITEM B 1.2.3 Holiday Club 2019 Admissions Policy**

**Action:** Combined PCC Secretary to add to January 2019 Agenda  
**Status: Complete**

#### **ITEM B 2.6.3 Christmas Together**

**Action:** Rector to confirm whether meal is taking place.  
**Status: Complete:** Meal did not take place.

The Rector added (in answer to a question) that the leadership team for the meal from previous years was not available for 2018. They will possibly host a meal in 2019.

#### **ITEM B 5 Worship Services**

**Action:** Combined PCC Secretary to add to October 2019 Agenda  
**Status:** In Hand

#### **ITEM C 4.2 Kate Evans Authorisation to Preach and Lead**

**Action:** Combined PCC Secretary to write a letter of thanks to Kate Evans.  
**Status: Complete**

#### **ITEM C 4.2 Philip Garner Authorisation**

**Action:** Rector to discuss authorisation with Philip Garner.  
**Status: Complete:** Discussion held, Philip is following up with the Diocese and the requirements for Authorisation.

#### **ITEM C 4.4.1 Contract Change**

**Action:** Employment Group to redraft letter and send.  
**Status:** Letters sent to all employees and all employees have returned signed copies - **Complete.**

There were no further matters arising.

## **A5 Other Joint Issues**

The Rector said that there were no other joint issues.

## **B Mission Strands**

### **B 1 Children, Youth and Families**

#### **B 1.1 Update and Plans**

Papers C refers – Updates on Sunday Groups, Youth Fellowship (YF), Pebbles Family Service, Fledgelings, Holiday Club, Schools, Reflective Spaces, Y Club, Light Party, Mum's Social, Alpha and Christianity Explored, Remembrance Service, Professional Development, Thanks, Key Dates and Actions.

The paper is the year-end report which provides material for the annual reports.

#### **There were questions and comments on these topics:**

##### **Pathfinders**

If Pathfinders are going to their meetings on the 2<sup>nd</sup> and 3<sup>rd</sup> Sunday and helping on the 4<sup>th</sup> Sunday there is not a Sunday left for them to just attend a service, especially with the action for Pathfinders to help with the crèche and Kid's Church as well. The suggestion that young people also help with Kid's Church is overextending.

The Rector said that the first Sunday is often All-Age Service. The Children and Families Workers are currently just exploring the possibility of Pathfinders broadening support to the Crèche and Kids Church. He agreed that the young people should not be overstretched. He will mention this point to the CFWs.

It was stated that there was at one time a questionnaire for young people called "Fan to Flame" to find out what their talent or gift is rather than having a scattergun approach to what we want the young people to do. The Rector agreed that the young people should be serving in areas in which they are gifted/interested.

##### **Actions List**

The Rector said that some of the actions are specific and some are more vague, "Options" could be a better description. They are a mixture of aspirations and commitments. He will meet with the Children and Families Workers to agree the priorities. He is pleased that Melanie Shields and Sarah Barrett are still positive, and they have produced a list of ideas to consider.

##### **Fledgelings**

The Rector said that Fledgelings is very well attended and some sessions are full. They cannot keep up with demand. There could be another session but resourcing it could be a challenge.

##### **Pebbles Family Service**

This is due to be reviewed by Chilton PCC, in particular the frequency which was originally alternate months, but latterly monthly.

##### **Advent Doors**

It was suggested that this could be left in abeyance for one year to free up resources, as we do not have to do everything. The Rector said that some activities are vital, and some are "nice to have" which is true across all areas of church life.

#### **B 1.2 Holiday Club**

##### **B 1.2.1 Donations - See October 2018 Minutes Item B1.2.2.**

Parents have offered to donate towards Holiday Club in past years and this item concerns giving the option for any parent to donate should they wish.

Jane Woolley stated that a decision must be made at this meeting because the registration documents are due to be sent out before the next Combined PCC meeting - otherwise a separate communication to parents would be needed.

Discussion ensued including:

- There could be something on the form along the lines of “donations are not required but should you wish to donate please contact” with contact details or a link to the Benefice website.
- The option to donate should not be part of the registration, but only given after the notification that the child has a place, otherwise parents could think that donating would help secure the place.
- The option could be given when choosing the optional activities or part of the notification that the child has a place.
- The Rector said that there is a “Just Giving” page for both Churches and donations have previously been made through it.

The Rector concluded by proposing that we ask for a donation after the child has got a place with wording along the lines of “there is no requirement, but we know that some people would like to donate”.

**No Objections.**

### **B 1.2.2 Admissions Policy**

Paper F refers: Proposed Change in Policy: The Children and Families Workers proposal for the addition of a clause within Group 3 (See below).

Discussion ensued and further changes were proposed:

#### **Group 2:**

Changed to “Children who live in the villages of Harwell, Chilton and Rowstock **within the parish of Harwell, and in North and South Drive**”

This is because parts of Rowstock are in other Parishes. This would also be consistent with Group 4 concerning Great Western Park.

#### **Group 3:**

Changed to: “Children who are pupils at Harwell and Chilton Schools and/or members of the Harwell and Chilton uniformed organisations and/or have attended a church children’s Sunday group year **and/or have parents who have attended Fledgelings in the last calendar year**”

The Children and Families Workers are proposing the addition of “**and/or have parents who have attended Fledgelings**”. This is to reflect our developing relationships with families beyond Harwell and Chilton villages.

The meeting additionally proposed that the wording “**in the last calendar year**” from the original version of the policy is moved to after the CFWs new wording on Fledgelings. Otherwise the children of parents who attend Fledgelings only once could attend Holiday Club for as many years as they qualify in age terms.

It was stated that children who do not fall within the new definitions are not excluded because of Group 5. We are just setting priorities. Ideally, we would like to include all children, but this sounds fair and GWP has its own summer activities for children and families.

#### **The proposed new policy is:**

Places for children are allocated in the following order of priority:

1. Children\* of those helping at Holiday Club
2. Children who live in the villages of Harwell, Chilton and Rowstock within the Parish of Harwell, and in North and South Drive.
3. Children who are pupils at Harwell and Chilton Schools and/or members of the Harwell and Chilton uniformed organisations and/or have attended a church children’s Sunday group and/or have parents who have attended Fledgelings in the last calendar year
4. Children who live in Harwell parish within Great Western Park
5. Children not in any of the categories above

NB. Children with special needs will be accommodated subject to the availability of adequate resources to cater safely for their particular needs

\* ‘Children’ includes grandchildren, or other dependent children of helpers

A straw poll was taken and passed unanimously. By implication:

<b>Resolution</b>	<b>That the Joint PCC agrees the new Holiday Club Admissions policy as above</b>				
<b>Proposed</b>	Rector(Chair)	<b>Seconded</b>	-	<b>Passed by the JPCC</b>	Unanimously (7 JPCC members were present)

## B 2 Evangelism and Discipleship of Adults

### B 2.1 Home Groups

The Secretary reported on behalf of Jean Barton that there was no significant change from the situation in the October paper.

The Rector said that a study on Luke may be suggested for the Home Groups to dovetail with the Luke sermon series.

### B 2.2 Baptisms Weddings and Funerals

#### B 2.2.1 Report

Paper K Refers: Numbers of Baptisms, Weddings and Funerals in the Benefice for 2018, preparation and follow up visits, and plans for 2019.

The Rector said that the paper was an end-of-year report with figures for information. A lot of Church life happens without necessarily being seen by the congregations. Baptisms are in Sunday services and will be seen by the congregations, but funerals and weddings are less “visible”, though some members of the congregations may attend.

Discussion ensued in these broad categories:

#### General Points

- The Rector said that the numbers of these services fluctuates annuallyThe Rector said that a reduction in just one year may or may not be a trend.
- There is a decline nationally in Baptisms and Church Weddings.
- The 19 funerals in Harwell in 2018 is a high number and might be because funeral directors are suggesting St Matthew’s to people.
- We may go for long periods with no funerals then there are a lot in a short time.
- The Rector said that in addition to visiting couples who are to be married in the churches, he also visits couples whose Banns are to be read in All Saints’ and St. Matthews (figures not in the report).
- Personal data held on baptism, wedding and funeral families would need to be GDPR compliant.

#### Follow up: Baptisms

- The Rector said that, as indicated in the CFW report, the CFWs are looking to increase the follow up to Baptisms. There is an annual card at the moment. Currently the Harwell PCC Secretary sends an anniversary card to those baptised at St. Matthew’s. There are lots of possibilities including also following up people who have been Confirmed.
- It was stated that Chilton church no longer sends anniversary cards.
- The Rector said that we could do a “Godparents Sunday” Service.
- The Rector said that Baptism Families may not attend church again until their next child is born. It is a difficult time of life, but we try to be family-friendly.
- It was suggested that we invite Baptism families to Christingle services and the Service commemorating Jesus’ Baptism – which is the week after Christingle. It was suggested that these two services could be combined.

### Follow up: Funerals

- Several people said that the recent All Souls' Service was well received, which shows that follow up is worth the effort.
- Specific invitations to All Soul's Service should be sent to the relatives of those who have had funerals in church or where the Clergy have presided over a Crematorium service.
- Relatives would be more likely to come if they live locally.
- Funerals are a potential outreach opportunity - an average attendance is about 50 so about 1000 people could have attended funerals at Harwell and every funeral has a sermon. Viewed in that way, Funerals could possibly a better outreach opportunity than Children and Families work.
- It was suggested at Deanery Synod that All Souls' Services are held in the Spring when it is lighter e.g. just after Easter when the churches are full of flowers and messages of hope.
- The Rector said that some relatives start to attend church following the loss of a loved one.

The Rector said that it is a strength of the Church of England that people come to us for these life events and so we should make the most of the opportunities. Any ideas for follow up should be passed to him.

### B 2.2.2 Fees

Paper L Refers: Background, List of Statutory Fees and proposed increases to Discretionary Fees.

The Rector described the background to the increase:

**Statutory Fees** for Weddings and Funerals are set nationally by the Church of England and the PCCs have no discretion. These cover the main service including the minister, use of the building and legal administration.

**Discretionary fees** are the local fees for bell ringers, choir, organist and vergers. The fees are either passed to the people concerned to cover expenses incurred, but are often donated to the churches. They were last revised in June 2015.

The Harwell bell ringers approached the Rector with the proposed increase. He contacted Stuart Gibson to consult with the Chilton bell ringers. All bell ringers know what fees the other local towers (churches) charge, and it had become apparent that Harwell and Chilton towers were charging less than other local towers. There is competition for ringers and the Harwell ringers were becoming concerned that they would struggle to recruit. This proposal will bring us back onto line with the other local churches.

Discussion ensued and the Rector answered questions:

- The Rector confirmed that the fee for 6 bells would be £140 in both churches £20 per ringer and £20 for the rope fund (not as stated in the paper).
- The Rector confirmed that this was a large increase, but benchmarking had been carried out with the other local churches. This will apply mainly to weddings as the bells are rarely rung for funerals.
- Ringers from other towers ring here too.
- Harwell Young Singers are not active at the moment, but when they do their fees are paid into their bank account.
- The Chilton choir put all their fees towards group entertainments and music etc.
- The Rector confirmed that the organists' fee is being increased less than the bell ringers' fee.
- John Piggott said that the organists have also been consulted and agreed with their proposed increase
- The Rector said the fees for video recording are passed to the organist because performing rights entitle a professional musician to charge higher fees for performing the music if it is recorded, due to the bigger potential audience.
- There is no fee for vergers at Chilton at the request of those in Chilton who serve in this capacity.

A straw poll was taken and passed with two abstentions from people who were not JPCC members. By implication:

<b>Resolution</b>	<b>That the Joint PCC agrees the new discretionary fees as listed in the table in Paper L with the amendment noted in the first bullet point above.</b>				
<b>Proposed</b>	Rector(Chair)	<b>Seconded</b>	-	<b>Passed by the JPCC</b>	Unanimously (7 JPCC members were present)

**B 2.3 Alpha and Christianity Explored**

The Rector reported that an Alpha course has just been completed. About 6 people attended the first session and about 4 attended regularly. They all want to continue studying, so a “Christianity Explored” course is starting next week. The course runs for 8 weeks, is open to all and is being promoted via posters and Facebook. Anyone interested should talk him or the Church Administrator.

**B 2.4 Responding to Financial Need**

**B 2.4.1 Christians Against Poverty (CAP) Money Courses**

Sid Gale reported that a course had been arranged for November but there were no attendees. A different CAP course has been run in Didcot that explains CAP and gives advice on budgeting. There will be a CAP Money course in January and two people have signed up.

The Rector added that many CAP Money courses have been run. Only a handful of people attend each course but the total number of attendees will be large. He thanked the CAP Money team for their work – he knows that people who have done the course found it very helpful.

**B 2.4.2 CAP Centre**

The Rector said that a report from the Centre is due soon and it will be circulated when available.

Christmas Hampers containing food from the Foodbank and Christmas items was given out to clients. Judy Burbage distributed these to the clients in the Benefice. Demand remains high.

**B 2.4.3 Didcot Emergency Foodbank**

The Rector said that the churches continue to support the Foodbank.

**B 2.5 Social and Community Including Walking Group, Harvest and Christmas**

Paper M refers: The Rector strongly believes that there needs to be informal ‘space’ within church life for social interaction and relationship building. Good relationships between members of the churches are essential to its healthy functioning, to the wellbeing of individuals, and to the welcome and integration of newcomers.

The current activities include: refreshments before and after services, social and home groups, service teams (such as the orchestra and choir), the walking group and shared meals.

The Rector said that the proposals in Paper M came from a recent discussion with the Walking Group. He is proposing that we encourage more people to join the groups and a social committee is formed to coordinate a regular series of shared meals and walks, with more activities to be added.

Discussion ensued:

- It was stated that the Happiness Training Course is the fastest growing course in the UK. It is written by Livability, a disability charity. It covers four aspects of happiness: Pleasure, Success, Relationships and Meaning. Relationships are key in both mental and physical wellbeing. Relationship issues can be the

cause of financial difficulties that affect CAP clients. There is a version of the course for rural communities and social isolation. They equip Churches to work in this area.

- Large groups are where people catch up with each other so new people who have made an effort to attend and make a connection can sometimes feel ignored.
- The church can signpost people to village activities and organisations for example – it does not have to do everything.
- It is important to develop individual one-to-one relationships to help individuals, People can be overwhelmed by large groups or organisations.
- You can have long one-to-one conversations on the walks.
- People are different and want different relationships at different times.
- Other activities creating informal space have included: men's and women's breakfasts, weekends away and men's curry nights.
- The Rector said that we need to consider how the activities are pitched and advertised, e.g. through existing networks? Who do we invite? Will these be official Church activities?

The Rector said that the next key task was to form the Social Committee to oversee activities with an aim to create community space. It will cover both churches at Benefice level, so venues for activities could be spread evenly or alternate between the parishes. He has not got the time to run this and it is part of his job to grow leaders.

It was stated that the Committee will need to grow so it isn't the same people all the time.

The Rector concluded by saying that anyone interested in being involved should speak to him, and he encouraged all present to pray for this and pass any ideas back to him.

### **B 3 Pastoral Care**

Paper H refers: Report on Visits, Volunteers, Leaders, Harvest Home Communion, Funerals, the All Souls' service and Follow up Visits. Generation Gold: Services, Presentation in churches, and plans for future services.

Pam Rolls highlighted the following points from the report:

- We need to grow the Harwell Pastoral Care Team.
- The Generation Gold services enable contact with an exciting group of people. Pam Rolls and Jan Radford and the team have used all the available material from their current resource and are considering developing their own resources.
- Home Communion are being organised and some have already taken place.
- The All Souls' service, which forms part of funerals follow-up, was quite emotional and allowed people to grieve in a safe environment and not be embarrassed. It was stated that there is quite a large need for this, not just those who have lost friends and relatives recently.

The Rector said that the Great Western Park chaplains are due to visit and make presentations at the churches on 21<sup>st</sup> February. It was stated that they run the Pastoral Care Team on GWP, which is in demand with issues such as loneliness. The Children and Families Workers also pick up Pastoral Care issues.

The Rector thanked all involved with Pastoral Care either formally or informally.

### **B 4 World Mission**

#### **B 4.1 Update and Plans**

The Rector said that the distribution of the 2018 budget was approved at the end of last year. The 2019 distribution budget will be proposed at the April Combined PCC meeting.

The Rector has discussed a possible link with Albania with Helen and Tim Brook who lived there for a few years and still have connections with a growing church – they have Children and Families workers but need space.

We continue to support the five organisations linked to the Anglican Church's Five Marks of Mission with a monthly focus on each one.



## **B 5 Worship Services**

The Rector said that there was nothing significant to report. He will report the annual figures to the April meeting once the annual report is published.

Advent and Christmas had been a busy season with many people involved in preaching, music, reading, refreshments, setting up, etc.. Both churches had been well attended by regular worshippers as well as visitors and newcomers to the parishes. He asked that all present pray for fruit from these encounters, so they are not just temporary.

### **B 5.1 Fresh Expression Service**

No report or comments.

## **C 1 Communications and Operations**

### **C 1.1 Update and Plans**

Paper D refers: Annual Report including: Alpha Group Coordination, Church Administrators Meeting, Church Administrator Course, Office Redecoration and Reordering, Archiving of Registers, Ridgeway Broadsheets and Cards Regular Tasks and Plans.

The Rector said that the registers were archived with the help of Jane Woolley and Carol Piggott.

### **Ridgeway Broadsheet Delivery to GWP and Harwell Housing Developments**

The Rector answered questions:

- The Broadsheets are not delivered to Great Western Park, there are a lot of houses and the GWP church sends mailings.
- All of the houses in the new developments in Harwell are covered.
- There is no reported need for more deliverers for the new developments. Alan Hancock usually covers it but the Rector took over at Christmas as an excuse to do some doorstep work. There are lots of families living here with Fledgelings age children who were not aware of Fledgelings.
- It was stated that Fledgelings has a continuous turnover to Little Pippins. The Rector said that he hopes we could engage families in other ways while they attend.

### **C 1.2 General Data Protection Regulation**

The Rector reported that Hazel Benton has sent him material which he is processing. The new GDPR requirements are being tied in with the six-yearly renewal of the Parishes' Electoral Roll which is currently being carried out by Carol Piggott in Chilton and Mike Pepper and Jane Woolley in Harwell. The renewal is an opportunity to update other information held on the people on the electoral roll and get permission to hold data as required.

In answer to a question, the Rector said that separate permission would be needed for each entry in the address book to be reinstated. It is covered in the material that Hazel Benton provided.

The Rector said that we will revisit GDPR, but he suspects that we are more compliant than many churches. A lot of contact data that we hold is for people contacted in specific contexts which will be reviewed in due course.

There was some discussion of what extra GDPR questions will go on the electoral roll registration form. The Rector said that there will be some tick boxes as required for GDPR. There is no need for the Combined or Individual PCCs to approve the form.

### **Blind Copy Emails to Groups or Multiple Email Addresses**

It was reported that the Church Administrator had stated that GDPR requires that the sender uses BCC (Blind copy) when emailing a group of people, so each recipient cannot see the other email addresses. This is because permission is required to share contact details including email addresses.

It was suggested that alternatively the sender obtains consent from each recipient to share the email addresses and records the consent. The recipient's names can be listed in the email so they know who has received it, if appropriate. This is relevant to Home Group leaders, for example.

## **C 2 Stewardship and Finances**

It was reported on behalf of Stuart Gibson that the Stewardship Group has not met so there was nothing to report.

The Rector added that a promotion on the Parish Giving Scheme is planned in the next few months to coincide with the presentation of the accounts.

## **C 3 Safeguarding**

### **C 3.1 Update and Plans**

Paper G refers: Safeguarding report by Mel Gibson, reproduced below:

Judith Gold and myself continue to carry out DBS checks for people who need to renew at Harwell and Chilton Churches.

The Safeguarding Training Officer at Church House is going to run Training Courses next year for C1, C2/S1 and C3 levels.

There is a Safeguarding Course C2/S1 level at St Mary's Wallingford in March next year and candidates who would benefit from the course from Harwell and Chilton are invited to attend. The course is mainly for Safeguarding Officers, Bell Tower Captains, Church Wardens, Leaders of groups with children or vulnerable adults. If anybody would like to attend from that Group then they should see me or Judith. I will be seeing people from Harwell during the next few weeks to see if they are available and would like to attend.

There were no comments or questions.

## **C 4 Staffing and Leadership**

### **C 4.1 Update and Plans**

No report or comments

### **C 4.2 Permission to Assist at Communion - Deferred**

The Rector has started to have the discussions with the people involved, once all have agreed he will bring this to the PCCs.

Discussion ensued regarding how frequently this was required, possibly annually as this is covered by the PCCs not the Bishop.

### **C 4.3 Authorisation to Preach and Lead**

Paper N refers: Update on discussions with Kate Evans and Philip Garner reproduced below:

The authorisation of Kate Evans has been extended by the Bishop of Dorchester for a further five years. Philip Garner is investigating the requirements for authorisation and planning to embark on them this year.

### **C 4.4 Employment Committee Report**

The Secretary reported on behalf of Jean Barton that there is nothing to report from the Employment Committee apart from the "Contract Change" item in Matters Arising.

## C 5 Wider Church

### C 5.1 Parish Share and Deanery Synod

Paper B refers: Diocesan Synod Digest 27<sup>th</sup> November 2018

Paper E refers: Synod Presentation on Parish Share and Budget – includes Principles of the Oxford Diocesan Parish Share Scheme, How Oxford Diocese compares with other Dioceses and a breakdown of the costs per minister for 2019

Gordon Gill, Diocesan (and Deanery) Synod representative, said that Paper E (presented to Diocesan Synod by the Diocesan Director of Finance) gives an idea how the Parish Shares are calculated, reproduced here:

#### Can we operate a share scheme which is fair for all? Is our 2019 budget fair and reasonable?

##### Principles of the Oxford diocesan parish share scheme:

1. Must be fair and not be seen to be unfair
2. Should reflect the ability to pay
3. Should not immediately penalize growth
4. Should be allocated at deanery level except where diocesan engagement is necessary
5. Should be based on generous and gracious giving plus mutual support
6. Should be easily communicated.

We apply a formula-based system rather than an offer-based system

##### How do we compare?

- We asked for £499 per member in 2018, compared with £602 for the highest diocese and an average of £466 for all English Dioceses
- The average unrestricted income per member across the Diocese in 2017 was £1,200
- Church of England national guidance is that parishes should ask for 5% of members' net income in voluntary giving.

#### Costs per Minister – 2019

	2019 budget Costs per minister £	2018 budget Costs per Minister £
Stipends, NI and Pension contributions	39,196	38,345
Housing costs	11,826	11,231
Ordinand and Curate training costs	12,813	12,711
Parochial Ministry support	4,670	3,994
Diocesan Mission Strategy	5,989	6,950
Compliance and Governance	2,574	2,698
National Church costs	3,556	3,363
Fees and other income	(4,245)	(4,480)
Total weighted cost per minister	76,379	74,812
Glebe income support per minister	(12,646)	(12,121)

Discussion ensued and Gordon Gill and the Rector answered questions:

- Gordon Gill said that he intended all to see this. It is the highlight of the presentation.
- Gordon Gill said that the diocese calculates a "member" is anyone who attends church, the number of members is calculated using attendance statistics submitted by the local church not just the electoral roll. It assumes that all members of a congregation donate rather than for example as couples.
- The Rector said that we submit two figures - the average October attendance and the number on the electoral roll. The larger that these are, the bigger parish share we are charged.
- Gordon Gill said that the £499 per member that the share asks for is the amount to cover the clergy and the costs in the diocese.
- Gordon Gill said that "should not immediately penalize growth" meant that we don't want to charge people to come to church in the same way we don't want to charge people to come to Holiday Club but we should endeavor to encourage them to give generously. We were informed at Synod that some dioceses ask for £600. The average annual donation in the Diocese of Oxford is £1200 but this varies between parishes.
- Gordon Gill confirmed that according to the figures given by the diocese the full cost attributed to supporting a stipendiary minister is £76,000 per year. It is apparent that the diocese try to spread the

costs of ministry training over all stipendiary posts, it is the local church that benefits from the ministry of curates and associate priests (not all of the trainee clergy will be stipendiary). There are lots of churches with a congregation of 15 and falling. Going forward the concern is that these churches will not be sustainable. To ensure sustainability, whilst children are an important part of our ministry, we need to recruit members that are adults and who can donate, as well as encouraging children to come to church.

- There were questions and discussion about how the smaller churches are supported by the other churches and how the clergy are spread across the Deanery. Gordon Gill described the challenges. Over the Summer months he conducted Archdeacon Inspections on seven of the Wallingford Deanery's rural churches, all in villages with small populations. Some of these churches have congregations of 15 elderly people, without an injection of new people these churches will decline, but this is not unique to this deanery, it is a national reflection.
- The Rector said that we also have two ancient buildings to support.
- It was stated that the Harwell and Chilton Parish share is almost the same as the cost of a minister.

### **C 5.2 Great Western Park**

The Rector reported that the two Great Western Park Chaplains Libby Hawkness-Smith and Sarah Ifill will be visiting services in both Parishes next month.

### **C 5.3 Bishop's Letter**

Paper A refers: A joint letter signed by the Bishops of Oxford, Dorking, Buckingham and Reading containing some reflections on the current debates and developments in the Church of England on human sexuality. Including: Background to the letter, the Current National process, Wider Debate within the Church, Inclusion and Respect, Liturgy and Prayers, A new Chaplaincy Team for LGBTI+ people and their families, Continued Listening, Compassion, Gentleness and Respect.

The Rector said that this was topical given the discussion of the Thanksgiving Service for the Child of a Same-sex Couple at the October meeting (See item A 7.1 in the October 2018 minutes).

Discussion ensued:

- The letter is long and contains no distinction between practising and celibate LGBTI+ people.
- The letter contains no guidelines.
- There is a difference between LGBTI+ people attending church and being in leadership positions.
- There has been a lot of discussion in the Diocese over the letter and people are very polarised.
- The message against discrimination is good but there are issues that it does not cover. Its message should apply to all groups of people that have been discriminated against in the past; people reading the letter may be tempted to neglect the concerns of other people– e.g. those who are not typical Church of England people such as disabled people, the poor and mentally and physically disabled groups too.

The Rector said that the letter had been very controversial, and a letter of response from some of the evangelical clergy in the diocese would be issued soon, and which he will circulate. He considers himself an evangelical but did not sign the response letter for various reasons, not necessarily because he did not agree with the general principles.

## **C6 Any Other Business**

None.

**The Rector closed the meeting in prayer at 9:28pm.**

**Dates of next meetings:**

**Individual PCCs: Chilton and Harwell 5<sup>th</sup> February 2019 at All Saints' Chilton**

**APCMs: Chilton 17<sup>th</sup> March at All Saints' Chilton**

**Harwell 24<sup>th</sup> March at St. Matthew's Harwell**

**Individual PCCs 2<sup>nd</sup> April at All Saints' Chilton (brief meeting for post APCM administration)**

**Combined PCC: 2<sup>nd</sup> April at All Saints' Chilton**

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**CHAIR**

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**SECRETARY**

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**DATE**

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